



**ACAC Grants Committee (GC)
(aka Arlington Cultural Council)
January 2020 Minutes**

Date: 1/13/20

Time: 7:30 – 9:00pm

Location: Town Hall Annex, 1st Floor Conference Room

Present: Kimberley Harding, Chair, Heidi Kendig, Member-at-large, Susan Larson, Recording Secretary, Jeff Timperi, Treasurer, Scott Samenfeld, Publicity Coordinator

Not Present: Becky Holmes-Farley, Corresponding Secretary,

Minutes

1. Approval of December meeting minutes.

All present voted to approve.

2. Treasurer Report

Jeff will send an email with a list of all the grant agreements. 5 are still outstanding.

3. Publicity Update

Scott met with Jessie at The Advocate, discussed publicity plans for the year. Jessie suggested recruitment strategies for the ACC and will run a weekly add encouraging people to join the committee.

The Advocate also shared that we should encourage people to emphasize their Arlington connections when sending in advertisements to ensure getting published. Another request is to ask our grant recipients to send in high resolution photos. The Advocate is interested in doing a photo layout, perhaps in March in advance of the reception.

We do not currently have a lot of photos, and of those we have, many are not high quality.

Action item: those liaisons with spring events should reach out to their projects for good publicity photos.

4. Survey

A draft of the survey was distributed and reviewed for feedback. The plan is to print postcards driving respondents to a web survey. Next step is to draft this in Survey Monkey for our review. Once we've reviewed it will be sent to ACAC for their additions.

5. Grant Writing Workshop:

Target date is Thursday March 19th 7:30 – 8:30pm

Action item: Susan will reserve library conference room if it is available and will confirm if there is a projector

6. Grantee Update

2019 update: the Sideboard project has a date later in January 2020. The Kalliope event took place. There was good outreach. The World film event is happening this weekend. Dan Fox's concerts are coming up soon. All the dates for the new season that we have so far are on the website.

7. ACAC Update

No update

8. Discussion of election of officers

The cycle typically begins in January. Kimberley's last day is April 1st. In addition to a new chair we will also need a new liaison to ACAC. Heidi will work with Jeff to learn the Treasurer role in advance of his departure from the board a year from now.

We are actively recruiting new members, and discussed recruitment strategies.

9. Reception Planning: choose planning committee and date

Action item: Susan will reserve the community room at the library from 5:30 – 8pm on April 6th

UPCOMING GC MEETINGS: February 10, 2020, 7:30-9 pm

Meeting Adjourned at 8:55pm

UPCOMING EVENTS:

- January 17-20 Belmont World Film's 16th Annual Family Festival, Regent Theater